



Creative Communities

FY23 Grant Program

Phase 1 Guidelines Summary

This program is supported with funding from the National Endowment for the Arts



We continue to live and work amidst new levels of uncertainty. The COVID-19 pandemic has destabilized many elements of our personal and professional lives. In addition, increased focus on racial and social justice issues has underlined the significance of this Creative Communities Grant Program, the focus of which is on building community and increasing cultural understanding.

We applaud the efforts of artists and arts organizations to be resilient and deeply appreciate the vital role that they play during this critical moment in time - and the role that they will continue to play in Wisconsin's reimagining and rebuilding process.

George Tzougros, Wisconsin Arts Board Executive Director
November 2021

Purpose:

The Creative Communities grants program encourages arts education, cultural understanding, and community arts development in Wisconsin. It provides support for projects that the applicant does *with* the community rather than just *for* the community, and that further the Arts Board's goals in the following three areas: [Arts Education](#), [Folk and Traditional Arts](#), or [Local Arts](#).

Applicants are welcome to submit one proposal to one of these three categories per year. For a full overview of the Creative Community Program guidelines for Phase 1 and Phase 2, see the [Creative Communities webpage](#).

Eligibility:

Applicants must:

1. have been doing mission-related work for three years prior to application, and
2. either hold tax-exempt status under Section 501(c)3 of the Internal Revenue Code, or be part of a larger nonprofit institution or a unit of state, local, or tribal government including public schools and universities.

If the applicant does not hold tax exempt status, it may apply using a separate nonprofit organization as a fiscal receiver.

Further information on the [Creative Communities Eligibility Requirements](#) is available within the Creative Communities webpages.

Note: WAB Creation and Presentation grant recipients may not apply to the Creative Communities program (and vice versa).

Timeline:

February 17, 2022	12:15pm virtual Q&A session for applicants*
February 17, 2022	New applicants to WAB's Creative Communities program must notify the Arts Board of their intent to apply by this date. Notification should be in the form of an email to artsboard@wisconsin.gov .
February 24, 2022 by 3pm	Electronic submission deadline for Phase 1 applications
March 11, 2022	Eligible applicants are invited to submit a Phase 2 application
March 17, 2022	12:15pm virtual Q&A session for Phase 2 applicants*
April 7, 2022 by 3pm	Deadline for Phase 2 electronic application form

April 2021	Panel Meetings
July 1, 2022	Activities on which grant can be spent, begin (no earlier than)
June 30, 2023	Activities on which grant can be spent, end (no later than)
<p>Please note: While funds should be available on July 1, grant checks may not arrive until as late as October 2022, depending on State Legislative and Administrative action. If your project occurs before October, please contact staff to discuss the impact this may have on your project.</p>	

**Virtual Q&A - Use this time to ask questions of WAB staff and hear other applicants' questions. Use this link to join the Q&A session: <https://us06web.zoom.us/j/89850345854>. If you need alternative access, please email artsboard@wisconsin.gov. While this is not required, it is encouraged.*

Grant Amounts:

Grants will range from a minimum of \$1,500 to a maximum of \$6,000. A 1:1 match, half of which must be cash, is required from the applicant for these funds. (The amount of the grant request cannot be more than half the overall budget of the project.)

To Apply:

New applicants to WAB's Creative Communities program must send an email to artsboard@wisconsin.gov by February 17, 2022, stating their intent to apply and providing a phone number at which they can be reached if WAB staff has questions.

Applicants must complete the Phase 1 application form and submit it electronically by Thursday, February 24, 2022 at 3:00 pm to the Wisconsin Arts Board. Late Phase 1 applications will not be accepted. It is the responsibility of the applicant to submit the application by the deadline day and time.

- Log-in to WAB's Online Application System (<http://wab.smartsimple.com/>)
- Organizations that have not applied before using the new online application system (SmartSimple) must:
 - Click the 'Register' button at the bottom of the page and complete registration.
 - Your new user information will be emailed to the address you provide within your registration within 10 minutes. Please activate immediately. The password will expire.
 - **Please note:** If you are a new contact for an organization that has applied to this program using the online grants system (SmartSimple) in the past, please contact WAB staff at artsboard@wisconsin.gov.
- Log-in and click 'Funding Opportunities,' and choose Creative Communities.
- Complete the **Application Information** tab and click the 'Save Draft' button at the bottom of the page.
- Next, click the round letter icon in the top righthand corner of the form and select '**Organizational Profile.**' Scroll to the bottom of that page and complete/update 1. the Mission Statement and 2. Brief Organizational History sections. Click on the 'Save' button at the bottom of the page.
- Complete the application form, clicking 'Save Draft' at the end of each page.
 - Be sure to address each of the following points in your **Project Summary** (450-word maximum):
 - Introduce your organization briefly.

- Describe the project. (If this is a multi-year project, identify the year in which the project originated.)
- State the reason(s) for the project/the goal(s).
- Who will do what? (Include project leaders, artists, and members of the broader community with whom you'll work. Remember that the purpose of the Creative Communities Program is to support projects that the applicant does *with* the community, rather than those that are done *for* the community.)
- When will they do what you just described? Describe the timeline for the project.
- If this is a new component of an existing project, explain how this new component relates to - and is separate from - the existing project.
- If invited to submit a Phase 2 application, you will have the opportunity to submit a four-page narrative to provide more detail about your project.
- When finished, click 'Submit.' *Reminder: **Submission deadline is 3pm, February 24, 2022.***
- You will receive a confirmation email once your submission has been accepted.

Panelists will evaluate your application based primarily on your 450-word project summary, using the following criteria.

Phase 1 Evaluation Criteria:

- 1) Project aligns with the purpose of the Creative Communities program and the goals for the relevant component.
 - [Arts Education goals](#)
 - [Local Arts goals](#)
 - [Folk and Traditional Arts goals](#)
- 2) Project's artistic merit and/or educational/cultural value is strong.
- 3) Level of community participation and accessibility is high.
- 4) An extra point will be awarded to projects that the grant application review panel identifies as especially creative/innovative/timely.

Grant Proposal Writing Assistance: Arts Board staff is available to provide grant proposal assistance throughout the year. Call (608) 266-0190 or email artsboard@wisconsin.gov.